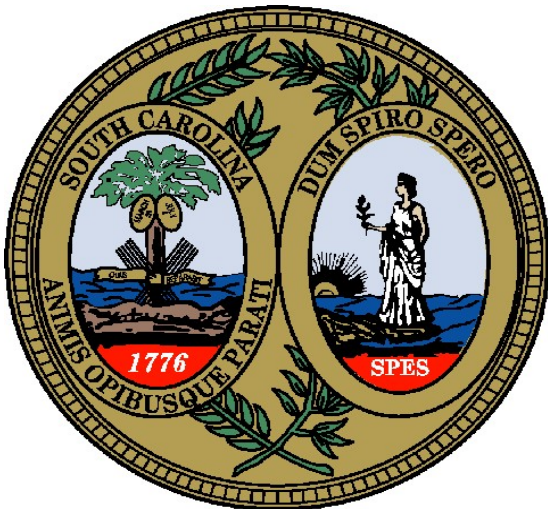
Office of the United States Attorney
District of South Carolina

Project Safe Neighborhoods 2020 Grant Solicitation



SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF HIGHWAY SAFETY AND JUSTICE PROGRAMS

PROJECT SAFE NEIGHBORHOODS

2020 Application Guidelines and Procedures

Introduction

The United States Attorney's office for the District of South Carolina has been designated to receive funds for the Project Safe Neighborhoods (PSN) grant program. This program is designed to fund innovative projects to reduce gun and gang-related violence. The South Carolina Department of Public Safety, Office of Highway Safety and Justice Programs (OHSJP), has been designated as the fiscal agent to administer these funds in South Carolina.

This document provides potential applicants with program criteria and eligibility information so that formal application proposals may be prepared. Please contact OHSJP at (803) 896-8707 to request technical assistance.

PSN is a nationwide initiative that brings together federal, state, local, and tribal law enforcement officials, prosecutors, and community leaders to identify the most pressing violent crime problems in our communities and develop comprehensive solutions to address them. Additional information on PSN can be obtained by visiting the official program website at https://www.justice.gov/psn.

Additional information and resources for PSN can be accessed through the South Carolina Department of Public Safety website at https://scdps.sc.gov/ohsjp/cj-grants/safe-neighborhoods.

Eligible Applicants

PSN grant awards may be made to state agencies, local units of government, and non-profit agencies. A "local unit of government" is defined as any city, county, town, township, or other general purpose political subdivision of a state.

In addition, the following points should be noted regarding eligible applicants:

A. Police Departments, Sheriffs' Offices, and Public Defenders' offices are not eligible to apply directly, but would be the implementing agency for the grant. A city or county would be the legal applicant/recipient and manage grant funds on behalf of the implementing department or agency.

B. State courts (courts of general jurisdiction) are eligible to apply for funds. However, local courts (magistrate and municipal courts); similar to police departments, would have to apply through their local units of government.

C. A Solicitor's Office, for grant purposes, is funded as an office within a lead county. The lead county must meet the following requirements:

   a. Maintain the financial records for the grant;
   b. Include the Solicitor's Office in its payroll records; and

c. Include the financial records of the grants to the Solicitor's Office in its organization-wide audit.

D. Information for the following individuals will be required on the grant application:

a. Project Director – Implementing Agency/Department Head, or person involved in the daily operations of the project.
b. Financial Officer - City or County Finance Director, or state agency Chief Financial Officer; and
c. Official Authorized to Sign - Mayor, City or County Administrator, or state agency director

Funding Policies

A. Programs funded under PSN must be twelve months in length (July 1, 2020 – June 30, 2021). Note: second or subsequent year funding is not guaranteed. New and continuation projects will compete equally each year. In such a competitive environment, "need" and the use of effective data-driven strategies will be key factors for funding selections, in addition to evaluating performance results.

B. All subgrantees will agree to abide by all applicable guidelines, including grant terms and conditions and any special conditions.

C. PSN funds can be used to fund salaries and fringe benefits, necessary equipment, contractual services when applicable, travel and training costs, and other needed supplies.

Funding Priorities

The overall goal for this initiative is to promote safe communities across the state through the reduction of gun violence and gang activity, with special focus on areas with increased rates of violent crime/gang activity. Toward that goal, the program seeks to fund projects that will enhance progress toward the below priorities. However, innovative projects outside of these priorities, which are aimed at reducing firearm and gang violence, will also be considered.

1. **Gun and Gang Crime Investigation/Suppression:** Programs (or task forces) to target perpetrators of gun and gang-related crimes. This can include the illegal possession of firearms, the illegal sale of guns, or other crimes committed to benefit a "gang." Multi-agency cooperation should be demonstrated (e.g., both state and federal involvement).

2. **Firearms Analysis:** Programs that should enhance and provide support for state and local law enforcement agencies that analyze firearms and ballistic evidence (including NIBIN analysis and tracing of firearms).

3. **Data Analysis/Research Partner:** Programs designed to assess and validate the nature and extent of gun crime, gang activity, and gang membership in South

Carolina. Data analysis to identify the drivers of violent crime and assess the effectiveness of an agency's violent crime reduction plan.

4. **Prevention and Re-entry Programs:** Programs dedicated to violent crime prevention and the identification of persons at high risk of offending (e.g., educational, faith-based, community-oriented, outreach, etc.). Programs dedicated to the successful re-entry of offenders with housing, educational, and vocational partnerships.

Matching Requirement

Funding will provide for 100% of project costs. No cash or in-kind match will be required.

Guidelines for the Use of Grant Funds

A. Allowable Expenses:

1. Personnel, training as a component of an overall program, equipment, and supplies are allowable expenses. All expenditures must be related to the implementation of an actual program. This program must be defined in the program narrative sections of the application.

2. All grant-funded personnel must have one hundred percent of their time dedicated to grant activities. (See non-supplanting provisions in the Grant Terms and Conditions.)

B. Unallowable Expenses:

1. Any expenditure that is not a part of an approved program or project is unallowable.

2. Grant funds may not be used to supplant existing state or local criminal justice funds. Any grant expenditures must increase the existing amount of funds available for eligible activities.

3. "Buy money" used in narcotics enforcement is an unallowable expense.

4. Funds may not be expended to purchase, lease, rent, or acquire any of the following: ammunition, association fees, vehicle insurance, and maintenance.

C. Financial Requirements:

An assurance that funds will not be used to supplant local funding must be provided in the application as stated in Grant Terms and Conditions. This certification attests that federal funds will be used to supplement existing funds for program activities, not replace funds already appropriated for the same purpose. Potential supplanting will be the subject of post-award monitoring and audit. If there is a potential presence of supplanting, the applicant or subgrantee will be required to supply documentation demonstrating that the reduction in non-

federal resources occurred for reasons other than the receipt or expected receipt of federal funds. Violations of this requirement can result in recoupment of monies provided under this grant, in addition to possible civil and/or criminal penalties.

Suspension or Termination of Funding

The fiscal agent may suspend (in whole or in part), terminate funding for, or impose another sanction on a subgrantee for any of the following reasons:

A. Failure to adhere to the standard terms and conditions or special conditions.

B. Implementing substantial program changes to the extent that, if submitted originally, the application would not have been approved for funding.

C. Failure to submit reports (programmatic and/or financial) in a timely manner.

D. Filing a false certification in this application or other report or document.

Application Review Process

All FY2020 applications will be reviewed by the OHSJP for technical sufficiency and will then be reviewed by the members of the PSN Selection Committee. Chosen by the USAO, the committee is comprised of individuals from across the state that represent law enforcement and prosecutorial agencies. The individuals who evaluate the applications cannot play a role in the production of all or part of any application, nor can they be employed by the federal government or by an applicant, in order to ensure that there is no conflict of interest. Once the review is completed, the PSN Selection Committee's recommendations will be forwarded to the USAO before submission to the Bureau of Justice Assistance (BJA) for final approval. The OHSJP and PSN Selection Committee will evaluate applications based on the following criteria:

A. Design quality of the proposal

1. Project Impact - The program should be designed to address the problems and needs of the area to be served. An analysis of how these problems could be improved through the project should be shown.

2. Budgetary Review - Each application will be reviewed to ensure budgetary reasonableness and affordability of costs.

3. Project Feasibility - Applicants should clearly and sufficiently detail how the project will be implemented.

4. Multijurisdictional Cooperation - Where applicable, proposals should indicate what type of coordination will be established between the applicant and other jurisdictions in the development and implementation of the project. Written agreements should be included where possible.

5. Project Evaluation - Simple, specific, and measurable objectives should be presented, and each objective must be matched with a performance indicator. The performance indicators describe how the grant's objectives will be documented or monitored. Evaluation measures the effectiveness of your program by comparing your objectives with actual accomplishments.

B. Geographic Areas of Greatest Need

- Jurisdictions with highest reported Violent Crime Rates - While the PSN Strategy expands into the entire district, special emphasis will be placed on the four Target Enforcement Areas (TEAs) listed below:
    - Columbia
    - Charleston/North Charleston
    - Myrtle Beach
    - Greenville/Spartanburg

C. Jurisdictions with limited resources

D. Probability of success

E. Effective utilization of resources

F. Requested grant amounts (if an agency has an ability and is willing to cover part of the cost of their grant project, please so note in the Budget Narrative section of the application)

Application Submission Requirements

Required Information Regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE) (Appendix A)

Each applicant must complete and submit Appendix A as an attachment to the application, which requires responses to the following questions:

1. Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE?
2. Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description in Question 1?
3. If yes to either of the above questions:
    - Please provide a copy of each law or policy;
    - Please describe each practice; and
    - Please explain how the law, policy, or practice complies with Section 1373.

NOTE: This document is a required attachment to an applicant's PSN application. All attachments must be received by the application deadline. See the below section, "Application Process-SCDPS Grants."

Notification Process

Applicants will be notified in writing by the OHSJP whether their application has been approved for funding or has been denied funding. Notices of these decisions are tentatively scheduled for publication in July 2020. The FY 2020 grant period is currently scheduled for July 1, 2020 – June 30, 2021.

Application Process - SCDPS Grants

The grant application must be completed using the OHSJP's web-based grants management system, "SCDPS Grants." SCDPS Grants can be accessed at https://www.scdpsgrants.com/, as well as through the SCDPS website at http://www.scdps.sc.gov/ohsjp/.

IMPORTANT NOTE: new users must submit their subgrantee user registration requests no later than Friday, April 3, 2020.

The application and required attachments must be fully complete and submitted via SCDPS Grants prior to the application deadline, which is **Friday, April 17, 2020**.

Supporting documents, letters of cooperation, and required appendices relating to the application may be uploaded as attachments to an application on SCDPS Grants or forwarded to the address below with the **application number written on the documents**.

Any supporting documentation that is being mailed must be received by the South Carolina Department of Public Safety by April 17, 2020, at 5:00 PM. Postmarked dates are not acceptable.

Ms. Kayla Boston
S.C. Department of Public Safety
Office of Highway Safety and Justice Programs
Post Office Box 1993
Blythewood, South Carolina 29016

Please be aware that SCDPS Grants will allow application submissions until 11:59 PM on the application due date. However, staff will not be available to assist with application questions after 5:00 PM.

For programmatic questions, you may contact the OHSJP at (803) 896-8707. Contact Penny Baskin in Accounting-Grants for any financial questions at (803) 896-8412.

APPENDIX A

- **Information regarding communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE) Form**

SOUTH CAROLINA DEPARTMENT OF PUBLIC SAFETY
OFFICE OF HIGHWAY SAFETY AND JUSTICE PROGRAMS

Information Regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)

Application Number: _____

Application Title: _____

Agency Name: _____

Address: _____

City, State & Zip: _____

Question 1: Does your jurisdiction have any laws, policies, or practices related to whether, when, or how employees may communicate with DHS or ICE? **( ) YES ( ) NO**

Question 2: Is your jurisdiction subject to any laws from a superior political entity (e.g., a state law that binds a city) that meet the description of Question 1? **( ) YES ( ) NO**

If yes to either:

Please provide a copy of each law and/or policy.
Please describe each practice below.
Please explain how the law, policy, and/or practice complies with Section 1373.

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Signature of Project Director Date